



SENIOR MECHANICAL ENGINEER
Final Filing Date: October 2, 2015

OPEN - SPOT

AN EQUAL
EMPLOYMENT
OPPORTUNITY
EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

EXAMINATION BASE

DEPARTMENTAL FOR:
CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR)

SPOT EXAMINATION FOR: SACRAMENTO

WHO SHOULD APPLY

Applicants who meet the minimum qualifications as stated below. Applications will not be accepted on a promotional basis.

HOW TO APPLY

Submit Examination Application (Std. Form 678)

By mail to:
Department of Corrections and Rehabilitation
Office of Workforce Planning
P.O. Box 942883
Sacramento, CA 94283-0001
(916) 322-2545

or In person at:
Department of Corrections and Rehabilitation
Office of Workforce Planning
1515 S Street, Room 101N
Sacramento, CA 95811-7243
(916) 322-2545

If you are personally delivering your application, you must do so between the hours of **8:00 a.m.** and **5:00 p.m.**, Monday through Friday, on or before the final filing date to the same street address as listed above for the Office of Workforce Planning.

NOTE: Only applications with an original signature will be accepted.

APPLICATION
DEADLINE/
REQUIREMENTS

October 2, 2015, is the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after this date will not be accepted for any reason. All applicants must meet the education and/or experience requirements for this examination by the final filing date.

TEST DATE

It is anticipated that Qualifications Appraisal Interviews will be held during December 2015.

SALARY RANGE(S)

As of: August 5, 2015

\$8,383 - \$10,490

MINIMUM
QUALIFICATIONS

Experience: Five years of professional mechanical engineering experience, at least two years of which shall have been in design and inspection work in several of the fields discussed in the "Position Description and Location(s)" section listed on Page 2, and comparable in responsibility to that of an Associate Mechanical Engineer in the California state service.

and

Education: Equivalent to graduation from college with major work in mechanical engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

NOTE: Equivalent to graduation from college refers to a Bachelor's degree. Applicants must have the number of semester or quarter credits, as well as the required coursework necessary to be awarded a four year Bachelor's degree.

OUT-OF-CLASS EXPERIENCE: A "completion of an out-of-class assignment" memorandum, dated within one year of assignment completion, is required to use as out-of-class experience to meet the minimum qualifications for examination purposes. Employees may obtain this documentation from his/her Institutional Personnel Officer/Personnel Liaison. Out-of-class experience without required documentation will not be considered for examination purposes.

EXAMINATION
PLAN

This examination will consist of a Qualifications Appraisal Interview only. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. **CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

Qualifications Appraisal -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

A. Knowledge of:

1. Design of plans, specifications, and estimates for heating, ventilating, air-conditioning, refrigeration, plumbing, sanitary, water, water purification and drainage systems, and steam generating plants in common use.
2. Hydraulics pertaining to the design of water systems, pressure tanks, sewer systems, and other similar installations.

- EXAMINATION
PLAN (CONTINUED)
3. Various codes and safety orders and regulations governing the design and installation of mechanical equipment, including electric motors.

4. Materials and maintenance costs in connection with mechanical installations.

5. Electrical engineering as applied to motors in connection with air-conditioning, refrigeration, and blower systems.

6. Principles of effective supervision.

7. The Department's Equal Employment Opportunity (EEO) Program objectives.

8. A supervisor's role in the EEO Program and the processes available to meet EEO objectives.

- B. Ability to:
1. Supervise the preparation of plans, specifications, and estimates for heating, ventilating, air-conditioning, refrigeration, plumbing, sanitary, water, water purification and drainage systems, and steam generating plants in common use.

2. Plan and supervise the work of others.

3. Make field inspections and surveys and prepare reports and recommendations.

4. Direct or inspect field construction operations.

5. Check drawings and specifications.

6. Establish and maintain cooperative relations with those contacted in the work.

7. Analyze situations accurately and adopt an effective course of action.

8. Dictate correspondence and prepare reports.

9. Effectively contribute to the Department's EEO objectives.

If conditions merit, this examination may consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.

ELIGIBLE LIST
INFORMATION

The resulting eligible list will be established to fill vacancies for the location listed above. The list will be abolished 12 months after establishment unless the needs of the service and conditions of the list warrant a change in this period.

POSITION
DESCRIPTION AND
LOCATION(S)

The Senior Mechanical Engineer, under general direction, performs the more difficult work and supervises mechanical engineering design, drafting, and inspection work involved in the design and construction of complete State hospitals and institutions, office buildings, and industrial plants; plans, organizes, assigns, and checks work, gives instructions and assistance, evaluates performance, and makes technical decisions in connection with the supervision of the work of a group of designers and drafting technicians engaged in making complete designs, construction drawings, and specifications of major mechanical installations, such as heating and air-conditioning, ventilation, refrigeration, plumbing, sewage collection systems, water supply and water purification systems, drainage systems, and steam generating plants; writes technical specifications; checks drawings and makes cost estimates of mechanical systems; makes detailed inspections of construction operation in the field; makes independent surveys covering installation, repair, and recommended improvements to mechanical systems; coordinates the work of engineers and contractors; dictates correspondence and prepares reports; and does other related work.

Positions exist in Sacramento with CDCR.

SPECIAL TESTING
ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS'
PREFERENCE/
CAREER CREDITS

Veterans' Preference will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veterans' Preference. Career credits will not be granted in this examination.

GENERAL INFORMATION

It is the candidate's responsibility to contact CDCR's Office of Workforce Planning at (916) 322-2545 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at CDCR offices, California Department of Human Resources (CalHR) offices, local offices of the Employment Development Department, and online at <http://jobs.ca.gov/Profile/StateApplication>.

Veterans' Preference: California law allows the granting of Veterans' Preference in any **Open** examination. **Veterans' Preference will be awarded as follows, starting on January 1, 2014:** 1) any veteran, widow or widower of a veteran, or spouse of a 100% disabled veteran, who achieves a passing score in an open examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference; 2) Veterans' Preference is not granted once a person achieves permanent civil service status.

Directions to apply for Veterans' Preference are available at the CalHR's website by clicking on the following link: [Veterans Preference Application \(CALHR 1093\)](http://www.jobs.ca.gov/job/VeteransInformation). Additional information can also be found at Department of Veterans Affairs' website at www.jobs.ca.gov/job/VeteransInformation.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned changed. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions, youth facilities, and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions change.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

GENERAL INFORMATION
(CONTINUED)

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
Telecommunications Relay Service (TRS): DIAL 7-1-1
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS